

FORM 29 – Administrative Review & Determination

Purpose: This form documents the school's formal review of the concern after the student has been notified and given a chance to respond. It ensures that any decision about participation is made by administration, not only by a coach, and that the reason for the decision is recorded.

Why this is required: Due process requires **review + decision** by a designated authority (Athletic Director or Administrator), not unilateral discipline by a coach. This protects fairness and prevents inconsistent or retaliatory actions.

Student Name: _____ **Activity/Sport:** _____

Date of Review: _____ **Staff Conducting Review:** _____

Review Materials Considered

- | | |
|--|--|
| ☐ Initial Notice of Concern Form | ☐ Coach/Staff input |
| ☐ Student Response / Opportunity to Be Heard Form | ☐ Safety or eligibility records |
| | ☐ Any relevant witness/incident information |

Determination (select one)

- | | |
|---|--|
| ☐ Concern resolved – no disciplinary action needed | ☐ Referral to further administrative review |
| ☐ Corrective coaching / guidance provided | ☐ Recommendation for removal from program |
| ☐ Short-term restriction (practice or game) | (Attach Form) |
| ☐ Temporary suspension from participation | |

Explanation of Determination

(Brief, plain-language rationale)

Conditions for Continued Participation (if applicable)

- | | |
|---|---|
| ☐ Improvement plan required | ☐ Check-in with coach or AD |
| ☐ Behavior/sportsmanship support | ☐ Restorative conversation/repair step |
| ☐ Other: _____ | |

Administrator Signature: _____ **Date:** _____